



MINUTES
FACILITIES ADVISORY COMMITTEE MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Wednesday, July 24, 2019, at 1:00 PM

Committee Members Present:

Laura Hoekstra REACH Waupun
Rachel Kaminski.....Senior Center Director
Joan MeyerCitizen
Julie NickelMayor
Deb Winterhack (phone) Waupun Memorial Hospital

Committee Members Absent:

Pete Kaczmariski..... Common Council Representative
Mary Jo Kearley.....Citizen
Jodi MallasMy Property Shoppe
Jerry O'Connor NBW Bank
Marj PeachyCitizen

Staff Present:

Jeff DaaneDirector of Public Workds
Kathy Schlieve Administrator/Director of Economic Development
Sarah Van Buren.....Community & Economic Development Coordinator

Other:

Seth Hudson... Cedar Corporation
Cory Scheidler Cedar Corporation

Call to Order

Ms. Kaminski called the meeting to order at 1:00 p.m.

Roll Call

Roll call and there was not a quorum.

Persons Wishing to Address the Committee

No members of the public were present.

ACTION-RECOMMENDATIONS

- 1. Approval of May 23, 2019 Minutes
I. Due to a lack of a quorum, action on the May 23, 2019 Minutes will be delayed until the August meeting.
2. Nominations and Appointment of Vice-Chair
I. Due to a lack of a quorum, nomination and appointment of a Vice-Chair will be delayed until the August meeting.

DISCUSSION/UPDATES

- 3. Welcome and Introductions with Cedar Corporation & Committee Members
I. Introductions of committee members was completed, as well as a brief overview of Cedar Corporation.
4. Looking Back and Forward
I. Ms. Van Buren gave a brief overview of what has been done through MSA work and how the City got to the point of selecting Cedar Corporation.
5. Review of Relevant Studies

- I. Mr. Hudson highlighted the facility needs, and appropriate recommendations, identified in the 2040 Comprehensive Plan for such buildings as the Library, the Safety Building, the City Hall, the DPW garage, the Community Center, the Senior Center, and the Waupun Heritage museum.

Ms. Winterhack left the call at 1:38 p.m.

6. Group Exercise

- I. Dot Exercise – Mr. Hudson led committee members through an exercise to identify the top three facilities priorities of the group. The top choices were an Intergenerational/recreation facility, the City Hall, and the Safety Building.
- II. Mr. Scheidler handed out a map of the locations Cedar Corporation went through during their June 14, 2019 visit.
- III. Mr. Scheidler discussed the strengths and opportunities each of the facilities visited had. The biggest difference in findings between the work completed by MSA and Cedar Corporation is that the MSA plan highlighted maintenance needs. Whereas Cedar Corporation reviewed each of the facilities from the perspective of space sharing and programming opportunities.

Laura Hoekstra left at 2:43 p.m.

Julie Nickel left at 2.45 p.m.

7. Review of our Path Forward

- I. Identified potential meetings and topics of discussion at each meeting.

Ms. Meyers left at 3:15 p.m.

FUTURE MEETINGS

8. Possible future agenda items

- I. Approval of May 23, 2019 Minutes
- II. Approval of July 24, 2019
- III. Nominations and Appointment of Vice-Chair
- IV. Facilities Tour of Senior Center and City Hall

9. Date of next scheduled meeting

- I. Ms. Van Buren will send a Doodle poll for August 28, 2019 at 1p.m.

ADJOURNMENT

The meeting adjourned at 3:20 p.m.